

Civil Service Commission Minutes

Cincinnati, Ohio

May 26, 2011

The Civil Service Commission met in regular session in Room 307, Council Chambers, on Thursday, May 26, 2011. Commissioners in attendance were Ms. Deborah Gaines and Mr. Robert Braddock. Mr. James Robinson was absent. Commission staff present included, Ms. Arnell Jackson, Assistant Civil Service Secretary and Ms. Ornita Brown, Recording Secretary.

Since minutes from the May 12, 2011 meeting had been circulated among the members, a motion to dispense with a reading of the minutes was passed and the minutes were approved as written.

HEARINGS

The Civil Service Commission has rescheduled a hearing for Curtis Lindsey for June 30, 2011 at 9:00 a.m. concerning his dismissal from the Board of Education.

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The Civil Service Commission has scheduled a hearing for LaNita McDonald for July 21, 2011 at 9:00 a.m. concerning her suspension and dismissal from the Public Services Department.

SPECIAL EXAMINER

- Andrew Rinner for the Maintenance Machinist Crew Leader exam

METROPOLITAN SEWER DISTRICT

Request from the Metropolitan Sewer District for the exceptional appointment of Raymond Schork as a Senior Engineer

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that Mr. Schork is qualified and the Commission previously approved this title for exceptional appointment.

Request from the Metropolitan Sewer District for the exceptional appointment of John Rennekamp as an Assistant Treatment Superintendent

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that Mr. Rennekamp is qualified and the Commission previously approved this title for exceptional appointment.

Request from the Metropolitan Sewer District for the transfer of Latonya Dawson from the Finance Department/Risk Management as a Senior Environmental Safety Specialist

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that all parties are agreeable to the transfer.

Request from the Metropolitan Sewer District for the voluntary demotion of Jason Harris from a Wastewater Collection Crew Leader to a Water Works Dispatcher (MSD)

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that all parties are agreeable to the voluntary demotion.

Request from the Metropolitan Sewer District for the promotion without exam of Barbara Browne from a Senior Plant Supervisor to a Treatment Supervisor

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact Ms. Browne was the only qualified and eligible employee in the employing unit.

WATER WORKS

Request from the Water Works Department for the exceptional appointment of K. Luke Badgerow to a Senior Computer Programmer Analyst

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that Mr. Badgerow is qualified and the Commission previously approved this title for exceptional appointment.

PUBLIC SERVICES

Request from the Public Services Department for the exceptional appointment of David Steward, Richard Robins, and Stephen Lee to Cement Finishers

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that they are qualified and the Commission previously approved this title for exceptional appointment.

PARKS

Request from the Parks Department for the exceptional appointment of Deborah Allison to Supervising Management Analyst

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that Ms. Allison is qualified and the Commission previously approved this title for exceptional appointment.

TRANSPORTATION AND ENGINEERING

Request from the Department of Transportation and Engineering for the exceptional appointment of Nathan Hines from a Civil Engineering Technician 3 to a Supervisor of Construction Inspections

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that Mr. Hines is qualified and the Commission previously approved this title for exceptional appointment.

AGENDA ITEMS

Request from Tashae Watkins to appeal her rejection from the Health Counseling Supervisor exceptional appointment process

The staff recommended denial of the request. After review and discussion, the Commission denied the request. The decision was based on the fact that Ms. Watkins does not meet the minimum qualifications.

Request from Jennifer Rankin to appeal her layoff from the Health Department

The staff recommended denial of the request. After review and discussion, the Commission denied the request. The decision was based on the fact that Ms. Rankin is a part time permanent employee. This category does not prevent Ms. Rankin from being laid off before full time probationary or full time permanent employees in her same classification.

Request from Ken Meibers to appeal his rejection from the Senior Environmental Safety Specialist exceptional appointment process

The staff recommended denial of the request. After review and discussion, the Commission denied the request. The decision was based on the fact that Mr. Meibers does not meet the minimum qualifications.

Request from Laurence Hicks to have part-time employment from April 5, 1981 through February 28, 1982 count as permanent full-time employment

After review and discussion, the Commission approved the recommendation for September 8, 1981 through February 28, 1982. The decision was based on the fact that Mr. Hicks remained in his Emergency Appointment until appointed to his Provisional appointment on February 28, 1982 and from his Provisional appointment to permanent full time.

Request from Troy Hicks to have part-time employment from April 14, 1985 through October 18, 1987 count as permanent full-time employment

After review and discussion, the Commission recommended this item be held for further review.

Request from Loma Gray to appeal her layoff from the Health Department

The staff recommended denial of the request. After review and discussion, the Commission denied the request. The decision was based on the fact that Ms. Gray is a full time probationary employee. This category does not prevent Ms. Gray from being laid off before full time permanent employees in her same classification.

Classification study submitted by the Human Resources Department on Customer Relations Representative positions in the Planning and Building Department

The staff recommended approval of the recommendation. After review and discussion, the Commission approved the recommendation that there be a reclassification of the Customer Relations Representatives in the Planning and Building Department to the City Planning Technician classification series. The decision was based on the fact that the City Planning Technician classification series reflect the duties of the Permit Counter including the requirement of an International Code Council certification.

Request from the Metropolitan Sewer District to add an Administrative Technician position to their table of organization

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that the duties and responsibilities are consistent with the proposed title.

Request from the Water Works Department to add a Supervising Management Analyst position to their table of organization

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that the duties and responsibilities are consistent with the proposed titles and the deletion of a Senior Administrative Specialist position.

Request for approval of new and/or revised classification specifications:

- Maintenance Worker 1 (Board of Education) – open
- Maintenance Worker 2 (Board of Education) – open
- City Planning Technician 1 (Permit Center) – open and promotional
- City Planning Technician 2 (Permit Center) – promotional
- City Planning Technician 3 (Permit Center) – promotional

Information Item

Request from the Water Works Department to use the exceptional appointment process to fill a Supervising Management Analyst position. This item will be held for 45 days for questions or concerns.

Information Item from May 12, 2011

Memos from the City Manager to Kathy Harrell, President Fraternal Order of Police, concerning reductions in police sergeant and police specialist positions

Information Item April 14, 2011 - APPROVED

Request from the Recreation Department to use the exceptional appointment process to fill a vacant Supervising Engineer position.

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| Appeals to be scheduled: |
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Joseph Lee
James Roper
Augusta Steele
Anthony Arnold
Charles Martin II
Alfred Brewster
Veno Mitchell
Joe Harrison Jr.
James Jackson
David Boggs
Timothy Ratcliff
Steve Byrne
Vaughn Harrison